

# GRANADA SANITARY DISTRICT

## OF SAN MATEO COUNTY

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## MINUTES

### SPECIAL BOARD OF DIRECTORS MEETING

### May 20, 2004

**CALL MEETING TO ORDER:** The special meeting of the Board of Directors of the Granada Sanitary District was called to order at 6:40 p.m..

**ROLL CALL:** Attending Directors: President Shawn McGraw, Vice President Leonard Woren, Secretary Fran Pollard, Treasurer Matthew Clark.

Attending Staff: General Manager Chuck Duffy, District Administrator Gina Holmes, Legal Counsel Jonathan Wittwer.

#### **GENERAL PUBLIC PARTICIPATION**

Director Woren introduced community member Kim Harris

#### **ACTION AGENDA**

**1. Consideration of meeting room layout and uses for District office space.**

Mr. Duffy reviewed past Board discussions on dividing the current office into a meeting room and an office. Following further discussion, the Board determined that requests for room use by other agencies and room use policy would be left to staff.

**ACTION:** Director Fran Pollard moved that a \$500 budget be allocated to acquiring a divider for the office. (Pollard/Woren) Approved 4-0.

#### **ADJOURN SPECIAL MEETING**

The special meeting adjourned at 7:15 p.m..

SUBMITTED BY:

APPROVED BY:

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Chuck Duffy, General Manager

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Fran Pollard, Board Secretary

Date Approved: June 17, 2004